

Central Coventry Fire District

Board of Directors

August 21, 2007 – 6:30 pm

Central Coventry Fire Station 4

Minutes

1. Call to Order – 7:00pm

2. Roll Call

President: Girard Bouchard

Robert Crowe - Anna Mae Lapinski - Richard Tellier

Treasurer: Tom LaColle

Linda Bennett - Chief Seltzer - Asst. Chief Tucker

VP: Michael New, Joe Bonn, John Bowen, Tax Collector – Jeanne Graemiger – Not Present

3. Seek to Convene an Executive Session pursuant to RIGL 42-46-5 (a)(1)

Administrative Assistant

Motion to Convene Executive Session – 7:02

Motion: Anna Mae Lapinski Seconded: Richard Tellier

Roll Call Vote – All Vote Aye

Mr. Bouchard invited Chief Seltzer & Assist Chief Tucker into the Executive Session

Motion to reconvene Open Session 7:32 pm

Motion: Anna Mae Lapinski Seconded: Richard Tellier

Roll Call Vote – All Vote Aye

Motion to Seal Minutes of the Executive Session

Motion: Anna Mae Lapinski Seconded: Robert Crowe

All Vote Aye

Mr. Bouchard stated the Board was not going to make the Administrative Assistant's position 40 hours per week now. The possibility of making it 40 hours per week later this year was still to be investigated. Starting in the next fiscal year the Administrative Assistant can work an additional 3 hours per week as needed.

Motion: Girard Bouchard Seconded: Robert Crowe

All Vote Aye

4. Approval of Minutes of the previous Board of Directors Meeting – 7/17/2007

Motion: Richard Tellier Seconded: Anna Mae Lapinski

All Vote Aye

5. 2007 – 2008 Budget

Chief Seltzer presented a report for July from the Tax Collector. Tax Collector also provided the deposits from August 1st – 14th are \$115,288.11. Currently she is working on the 4th quarter payments. Total taxes collected up to August 14th are \$2,812,817.69. This represents 88% of taxes billed. This number does not include the motor vehicle reimbursement we receive from the State. She also provided the residential, commercial and tangible valuations from

this year divided into the 4 districts with the tax rates applied to each type of property. The four tax rolls will be combined into one for the new year.

Treasurer Tom LaColle gave an update report. New money market rates went into effect on 5/24/07 our account was automatically switched to 4.59% APY on that date. An analysis of capital and grants funds was distributed. He has signed up for an online payroll service. Direct deposit forms have been distributed. He is awaiting their return. There are two liabilities for vehicles. There is one lease from Central Coventry budgeted at \$60,000 per year with 3 years left. And one from Washington which is not in the budget, the balance is \$68,028 and payments of \$36,010 per year. The payments last year came out of operating funds. Before the Tax Collectors last deposit, we have about \$150,000 in the bank. We have spent a lot of money in the last couple months in outstanding grants. There is a time frame on spending that money. Mr. LaColle went over the grant money going out and coming in. From Chief Seltzer there is \$11,600 coming into the Tiogue FD account from the grant to purchase a Thermal Imaging Camera. Once this is transferred that account will be closed.

There is also approximately \$50,000 coming in from the motor vehicle reimbursement this month.

Chief Seltzer presented a detailed budget. Mr. LaColle went through some of items on the spreadsheet. The insurance - general line item is not as big an increase as it appears because we received rebates last year when we consolidated the four insurance policies into one. Chief Seltzer went thru the line items not covered by Mr. LaColle.

Some items were changed from last year based on this year's experience. The loan payments line should be changed to reflect the payments of \$36,010 for Rescue 3. The Medical Expenses line item needs to be changed as Chief Seltzer spoke to VFIS today. Call Firefighter Jim Buckley has exceeded the \$50,000 cap for medical expenses for an injury he sustained falling off the back of a fire truck. He had back surgery that put him \$9,000 over the \$50,000. We are obligated to pay the \$9,000 and there will also be physical therapy. This is the first time Chief Seltzer knows of that an injury has gone over the limit. Mr. Crowe and Ms. Lapinski both thought the Medical Expense line item amount should be increased. Mr. Bouchard agreed and thought the amount should be doubled to \$30,000. Sewer line should be going by Station 3 this fall. We are going to look at tying in.

Chief Seltzer also had information on the Safer grant. The schedule of payments is off from our fiscal year so we may actually receive \$300,000 but we are only budgeting for \$150,000 as that is the more dependable number.

Changes made:

Add loan payment - \$36,010

Add to Medical Expense - \$15,000

Add to Septic - \$4,000

Add to Payroll - \$7,600

Total budget is now - \$4,311,500

Mr. Bouchard brought up the Admin Assist pension line item can be changed as well as the salary line item as the decision to make that position full time has been postponed. Ms. Bennett brought up the possibility of hiring new firefighters later in the year to save on salaries. Chief Seltzer said the budget was planned for the new firefighters starting October 1st. In reality they probably won't start until November 1st. A reduction can be made in Medical Insurance as Chief Hoxsie will not be on for the full year. With these changes the total budget comes to \$4,305,000. Mr. Bouchard asked about the valuations for this year. Chief Seltzer said there will probably be a small increase this year. Next year will be a big year as there is a lot of construction going on this year.

Chief Seltzer brought up the question of the Call Firefighters. The insurance costs \$17,000 and call pay is set at \$8,000. In addition gear & equipment has to be purchased for them. Their participation is sporadic. The issue doesn't have to be looked at now but it will have to be addressed at some point due to the expense. Mr. Bouchard agrees it is a tough issue but may have to be considered. Mr. Bouchard suggested looking at the participation records before any decision is made. Mr. Crowe made the point that a lot of our firefighters have come from there and it gives the department a look at a person before hiring. Chief Seltzer made the point that we have hired most of our volunteers. East Greenwich stopped the volunteers last year.

There was some discussion regarding all the changes made. Mr.

Bouchard suggested we continue the meeting at a later date to allow the Treasurer to compile all the changes.

Chief Seltzer brought up the fact that the Tax Collector will be having a Tax Sale soon. The first letters from the lawyer have already gone out and she has collected some back taxes. There is approximately \$300,000+ to be collected. Chief was not sure when the tax sale was taking place.

Chief Seltzer asked about the request from the Tax Collector's office for a 3% increase in salaries. Ms. Lapinski brought up the point that the increases made to the Tax Collector's office at the beginning of the last fiscal year were considered temporary due to the increased workload of merging the four districts. She asked if we had any input from the Tax Collector as to the continued workload. Mr. Bouchard will talk to the Tax Collector before next Tuesday.

6. Meeting recessed at 8:47 pm to be reconvened Tuesday August 28, 2007 at 7:30 pm.